

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. A001	3. EFFECTIVE DATE See block 16c	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY Contracting & Procurement Section General Services Office American Embassy Manila Seafront Compound, Pasay City 1300		CODE	7. ADMINISTERED BY (If other than Item 6)		CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and ZIP Code)			(√)	9A. AMENDMENT OF SOLICITATION NO. SRP380-14-Q-0011	
			✓	9B. DATED (SEE ITEM 11) January 10, 2014	
				10A. MODIFICATION OF CONTRACT/ORDER NO.	
				10B. DATED (SEE ITEM 13)	
CODE		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☒ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning 2 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter of telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

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| (√) | A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A. |
| | B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b) |
| | C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: |
| | D. OTHER (Specify type of modification and authority) |

E. IMPORTANT: Contractor ☐ is not, ☐ is required to sign this document and return copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

RFQ No. SRP380-14-Q-0011, is hereby amended to reflect the following changes:

- Standard Form 18, Item No. (c) Supplies/Services, indicate the brand and model of the tennis court system paint to be used.
- Section E, Deliveries or Performance, Page 6, under Deliverables, only Personnel Biographies shall be submitted under this contract.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect

15A. NAME AND TITLE OF SIGNER (Type of print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or Print)	
		NENITA V. WHITAKER	
15B. CONTRACT/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

PAGE

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NAME OF CONTRACTOR

3. On Attachment #1, Scope of Work, Page 1, under Section 1, General, insert Item c. to read as:

c. Vendor shall use tennis court system type of paint with medium paced surface.

4. Attached are the minutes of the pre-proposal conference conducted on January 7, 2014 and answers to the questions raised by the offerors after the pre-proposal conference.
5. Replace existing pages with the attached revised pages 16 of the Request for Quotation and page 1 of Attachment 1; Scope of Work.
6. The submission date of proposals is hereby extended to January 17, 2014, no later than 4:00 P.M.
7. All other terms and conditions remain the same and in full force and effect.

Deliverables - The following items shall be delivered under this contract:

<u>Description</u>	<u>Quantity</u>	<u>Delivery Date</u>	<u>Deliver to</u>
Section G. Personnel Biographies	1	10 days after award	COR

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F ADMINISTRATIVE DATA

652.242-70 CONTRACTING OFFICER'S REPRESENTATIVE (COR) (AUG 1999)

(a) The Contracting Officer may designate in writing one or more Government employees, by name or position title, to take action for the Contracting Officer under this contract. Each designee shall be identified as a Contracting Officer's Representative (COR). Such designation(s) shall specify the scope and limitations of the authority so delegated; provided, that the designee shall not change the terms or conditions of the contract, unless the COR is a warranted Contracting Officer and this authority is delegated in the designation.

(b) The COR for this contract is *Mr. James Hill*.

Payment: The Contractor's attention is directed to Section H, 52.232-5, "Payments Under Fixed-Price Construction Contracts". The following elaborates on the information contained in that clause.

Requests for payment, may be made no more frequently than monthly. Payment requests shall cover the value of labor and materials completed and in place, including a prorated portion of overhead and profit.

After receipt of the Contractor's request for payment, and on the basis of an inspection of the work, the Contracting Officer shall make a determination as to the amount, which is then

SCOPE OF WORK

PROJECT TITLE: Tennis Court Resurfacing

LOCATION: Building No. 2050A, 2050B & 2050C, Seafront Compound

1. GENERAL

- a. The contractor shall furnish all labor required including a competent supervisor who will stay on the job site during the execution work, all materials required, tools and equipment to perform and satisfactorily complete the Tennis Court Resurfacing at Seafront Compound.
- b. Tennis Court to be resurfaced shall consist of three (3) standard size courts 78 feet x 36 feet which compose of Tennis Court A, B, & C including outer lanes. Contractor shall conduct an initial site inspection to obtain an overview of the project and to verify actual measurement for proper estimating and scheduling of work.
- c. *Vendor shall use tennis court system type of paint with medium paced surface.*

2. Technical Provision

- a. Tennis court surfaces shall be thoroughly cleaned to remove dirt, grease, and oil or other debris. Loose or peeling surface material shall be scraped and removed following the cleaning. Clean tennis courts with a high pressure power washer (3000 psi) if needed. Weeds and grass should be removed from all cracks.
- b. Clean, fill and smooth all cracks and crevices using concrete, special crack filler or an acrylic patch, use a grinder to V out the crack. Fill the crack with cement, smooth it with a trowel and let it dry and smooth any high spots using rub brick.
- c. Bird baths and low areas should be filled with several layers of acrylic patch or cement to bring it level with the rest of the tennis court.
- d. Apply color binder coarse, top coat base, final color top coat and stripping line paint. Color to be applied should match the existing color.

3. PERSONNEL

- a. The Contractor shall provide sufficient personnel possessing the skills and knowledge to perform the work required of this project.
- b. Immediately on commencement of work, the Contractor shall assign on site a knowledgeable English speaking project supervisor who shall be responsible for the overall management and coordination of this contract, receive in-

Minutes from Pre-Proposal Conference of January 7, 2014
RFQ No. SRP380-14-Q-0011
Resurfacing of Seafront Tennis Courts

Introduction

Procurement Agent, Ms. Jewel Acuzar, welcomed all attendees and introduced the representative from FAC.

Discussion of the Solicitation Package

The following sections of the solicitation were highlighted:

SF-18 cover sheet

- Deadline of submission of offers will be extended from January 14, 2014 to January 17, 2014.
- No offers will be accepted after 4:00 p.m.
- Email submissions are not acceptable.

Section A, Price (page 2)

- **Firm fixed price.** Price is not subject to adjustments due to any escalation in the cost of materials, tools, equipment, fuel, transportation, labor or inflation rate, or because of the contractor's failure to properly estimate or accurately predict the cost or difficulty of achieving the results required, or due to fluctuations in currency exchange rates.
- **Value added tax.** VAT shall not be included in the firm fixed price.
- Price shall be in Philippine Pesos.

Section E, Deliveries or Performance (page 4-6)

- **Commencement:** 10 calendar days after receipt of Notice to Proceed.
- **Completion Period:** 45 working days after Notice to Proceed.
- **Liquidated Damages:** Php4,537.03 for each calendar day of delay
- **Working Hours:** 7:30 a.m. – 4:30 p.m., Monday to Friday, excluding Philippine and American holidays. Request for Saturday, Sunday, holidays and after office hours of work shall be submitted to the Contracting Officer's Representative (COR) at least 2 days in advance for approval.
- **Deliverables:** The U.S. Government will only require Personnel Biographies to be submitted 10 days after award.

Section F, Administrative Data (page 6)

- Contracting Officer's Representative (COR) will be the Facility Manager, Mr. James Hill.
- Advance Payment is not authorized.

- Payment shall be made via Electronic Funds Transfer (EFT), net 30 days.

Section H, Clauses (page 11)

- **52.222-50 Combating Trafficking in Persons.** The U.S. Government has a zero tolerance policy. Every instance of trafficking will be examined and could result in termination of employees or subcontractors, suspension of contract payments or contract terminations.

Section J, Quotation Information (page 16 -18)

- Each quotation must consist of the following:
 - ❖ VOLUME I – 2 copies:
 - a. completed SF-18 (cover sheet)
 - b. completed Section A, Price
 - c. completed Section L, Representations and Certifications
 - ❖ VOLUME II – 4 copies:
 - a. Performance schedule/ Bar chart
 - b. Business Management/ Technical Proposal
 - Proposed Work Information
 - Experience and Past Performance

Section K, Evaluation Criteria (page 19)

- The Government intends to award a contract to the lowest priced, technically acceptable offeror, who is a responsible contractor.

Section L, Representations and Certifications

- Contractor shall complete all that applies to their company.


Attachment #1, Scope of Work – 4 sheets

Attachment #2, Drawings – 2 pages


Conclusion

The conference concluded and attendees were thanked for their presence and expression of interest in serving the U.S. Government. The meeting was adjourned.


Prepared by:


Carlos L. Mejias
Purchasing Agent

Reviewed by:


Noel Arturo G. Ocampo
C&P Assistant Supervisor

Approved by:


Nenita V. Whitaker
Contracting Officer